

GOVERNMENT OF ANDHRA PRADESH

A B S T R A C T

Social Welfare Department – APSWREI Society – Conducting of Counseling for the year 2009-2010 – Approval of transfer guidelines to the teaching, non-teaching staff working under APSWREI Society – Orders – Issued.

SOCIAL WELFARE (RS.1) DEPARTMENT

G.O.Rt.No. 470

Dated: 26 -6-2009

Read the following:

- 1.G.O.Ms.No. 169 , Finance (W&M) Department, dt: 17 -6-2009..
2. From the Secretary, APSWREIS, Hyderabad, Lr. No.G1/ 4696 / 2009, Dt: 21-5-2009 & 9-6-2009.
3. From the Joint Action Committee of APSWREI Society Service Associations (JACASA), Lr. No. Transfer Rules 2009, dt. 9-6-2009.

O R D E R :

The Government in the reference 1st read above have relaxed ban on transfers for the period from 17 -6-2009 to 16 -7-2009 on certain conditions mentioned therein.

2. The Secretary, APSWREI Society, in his letter 2nd read above, has submitted proposals for approval of guidelines for conducting counseling for transferring the teaching and non- teaching staff under administrative control of APSWREI Society during the academic year 2009-2010 in terms of the orders issued in the G.O. 1st read above.

3. The Joint Action Committee of APSWREI Society Service Associations (JACASA), in their letter 3rd read above, have submitted proposals for consideration in the counseling for transfers to the teaching and non-teaching during the academic year 2009-10.

4. Government after careful examination of the above proposals hereby approve the guidelines appended herewith in the Annexure to this order.

5. The Secretary, APSWREI Society is directed to take necessary action accordingly.

6. This order is available in the internet and can be accessed at the address

<http://goir.ap.gov.in>

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

To
The Secretary, APSWREI Society, Hyderabad.

Copy to:

All District Collectors in the State.
The P.S to Hon'ble Minister (Social Welfare)
The P.S to Principal Secretary, (SW).
The JACASA., Hyderabad.
SF/SCs

/// FORWARDED BY ORDER ///

SECTION OFFICER

GUIDELINES FOR REGULATING TRANSFER OF STAFF IN APSWREI SOCIETY, HYDERABAD FOR THE YEAR 2009-2010.

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| 1. | Short Title | These rules may be called the Andhra Pradesh Social Welfare Residential Educational Institutions Society Teaching and Non-teaching Staff and Principals Transfers (Regulation of Transfers) Rules, 2009. |
| 2. | The following Committees are competent to make transfers:- | |
| i) | Constitution of the Committee | <p><u>(A) For the transfer of Principals (State Cadre)</u></p> <p>The Committee shall consist of the following namely:-</p> <p>(a) Vice-Chairman, APSWREIS - Chairman</p> <p>(b) Secretary, APSWREIS - Member Secretary</p> <p>The Committee shall be the competent authority for transfer of Principals working in APSWR Institutions, in the clear vacancies.</p> <p>One Office bearer from each of the Association listed in Joint Staff Council can be allowed to witness counseling process</p> <p>One Office bearer from SREIMATY Association is also allowed to witness counseling process</p> <p><u>(B) For the transfer of teaching & non teaching staff</u></p> <p><u>(Zonal Cadre)</u></p> <p>The Committee shall consist of the following namely:-</p> <p>(a) Secretary, APSWREIS - Chairman</p> <p>(b) Zonal Officer concerned - Member Secretary</p> <p>One Office bearer from each of the Association listed in Joint Staff Council can be allowed to witness counseling process</p> <p>The Committee shall be the competent authority for transfer of all categories of Teachers and non-teaching staff in the cadre of Superintendent and Senior .Assistant working in APSWR Institutions, in the clear vacancies.</p> <p><u>(C) For the transfer of non-teaching staff (District Cadre)</u></p> <p>The Committee shall consist of the following namely:-</p> <p>(a) Zonal Officer concerned - Chairman</p> <p>(b) Convener Principal of the Concerned Dist - Member Secretary</p> <p>The Committee shall be the competent authority for transfer of all categories of Non-Teaching Staff (District Cadre) working in APSWR Institutions, in the clear vacancies.</p> <p>One Office bearer from each of the Association listed in Joint Staff Council can be allowed to witness counseling process</p> |
| 3. | Principals / Teachers/Non-teaching staff to be transferred compulsorily. | <p>The following categories of employees shall be transferred compulsorily:-</p> <p>(1) a) All the Principals who have completed 4 years of service in a particular School in all categories of posts on or before 17-6-2009.</p> <p>b) The Principals of the institutions where pass% is less than State average in S.S.C, even if they have not completed 2 years. Such Principals will be given posting by the Secretary separately.</p> |

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| | | <p>(2)a) All the teachers who have completed 5 years of service in particular School in all categories of posts as on 17-6-2009.</p> <p>b) The teachers in whose subject, failure % is more than 20 % in S.S.C or Intermediate, such Teachers will be compulsorily transferred, even if they have not completed 2 years. Such Teachers will be given posting separately by the Secretary.</p> <p>(3)All the Non-teaching staff who have completed 5 years of service in a particular School in all categories of posts as on 17-6-2009.</p> <p>(4) For girls institution, women will be called for counseling first. After exhausting the women teachers, men with above 50 years of age will be given chance for opting to girls' institutions and spouses below 50 years of age were considered on merits. No deviations in this regard shall be permitted.</p> <p>(5)All the categories of the employees who are retiring on or before 16.06.2011 shall not be transferred.</p> <p>(6)The employees have to indicate 3 places in order of preference in their application.</p> <p>(7)The Principals opting for upgraded institutions should take the responsibility for intermediate Results also and liable for punishment if for poor results in Intermediate 1st year and 2nd year also.</p> |
| 4. | Principals/ Teachers/Non-teaching staff not to be transferred. | Principals / Teachers / Non-teaching staff with less than (2) years of service in the present place of working as on 17-6-2009 should not be transferred. |
| 5. | Principals / Teachers / Non-teaching staff eligible to apply for transfer. | <p>Principals / Teachers / Non-teaching staff with a service of 2 years and above on or before 17-6-2009 only are eligible to apply for transfer.</p> <p>“In respect of contract teachers who were regularly appointed during 2007, their total period of stay including contract service in the present place of working will be counted for the exclusive purpose of transfer counseling and hence, these employees who have completed 2 years of service as on 17-6-2009 can also apply for transfer counseling. Similarly, these teachers who have completed 5 years of service including contract services as on 17-6-2009 in the present place of working will be transferred compulsorily”.</p> <p>However the staff (self) suffering with Cancer, Heart operations, Neurosurgery, Bone TB., Kidney transplantaion will be permitted to attend counseling though they have not completed 2 years of service at their present place.</p> |
| 6. | Principals / Teachers / Non-teaching staff not to be posted in the native Mandal/Dist. | Teachers/Non-teaching staff transferred shall not be posted in the native Mandal. The Principals transferred shall not be posted in the native revenue division. |
| 7. | Posting of Principals/ Teaching staff in remote areas. | <p>The following are the remote areas identified and the Principals/Staff who have completed maximum period of service [4] / [5] years respectively and who secured lowest weightage marks shall be posted in the remote areas notified and after filling up of the vacant posts in remote areas first, then only the filling up of posts in other areas shall be taken up.</p> <p><u>Zone-I</u> <u>Srikakulam dist</u> 1.Pathapatnam, 2.Vangara, 3.Bhamini, 4. Mandasa</p> |

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| | | <p><u>Vizianagaram dist</u> 1.Komarada, 2.Garugubilli 3.Vepada</p> <p><u>Visakhapatnam dist</u> 1.Konam</p> <p><u>Zone-II</u> <u>East Godavari dist</u> 1.Godi, 2.A.Mallavaram</p> <p><u>Zone-III</u> <u>Prakasam dist</u> 1.Racherla,</p> <p><u>Nellore dist</u> 1.Dakkili,</p> <p><u>Zone-IV</u> <u>Chittoor dist</u> 1.Kuppam, 2.Ramakuppam, 3.Satyaveedu</p> <p><u>Kadapa dist</u> 1.B.Matham 2)Gundlakunta 3)Rajupalem 4)Sagileru</p> <p><u>Anantapur dist</u> 1.Brahmasamudram, 2.Amarapuram 3)Thimmapuram</p> <p><u>Kurnool dist</u> 1.Aluru</p> <p><u>Zone-V</u> <u>Adilabad dist</u> 1.T.Sirpur, 2.Chennur, 3.Boath, 4.Mudhole</p> <p><u>Khammam District</u> 1)Adavimallela 2)Annapureddy Pally</p> <p><u>Zone-VI</u> <u>Medak dist</u> 1.Ramakkapeta, 2.Narayanakhed, 3.Nallavagu</p> <p><u>Nizamabad dist</u> 1.Takkadapalli, 2)Eklara</p> <p><u>Mahaboobnagar dist</u> 1.Gattu, 2. Mannanur</p> <p><u>Ranga Reddy dist</u> 1.Nancherla</p> |
| 8. | Shifting of Male Principals / Teachers working in girl's institutions | The male teachers working in girl's institutions below the age of 50 years will be shifted. If the male teachers are not adjusted in boy's institutions, female teachers working in boy's institutions shall be posted in girl's institutions, excluding spouses. |
| 9. | Schedule of transfers. | <p>The schedule of transfers is as follows:</p> <p>a) Last date for receipt of applications : 2 / 7 /2009 for Principals 2 / 7 /2009 for Teachers/Non- Teaching staff</p> <p>b) Date of Counseling for Zone-I : } To be finalized by</p> <p>c) Date of Counseling for Zone-II : } the Secretary,</p> <p>d) Date of Counseling for Zone-III : } APSWREI</p> <p>e) Date of Counseling for Zone-IV : } Society</p> <p>f) Date of Counseling for Zone-V : }</p> <p>g) Date of Counseling for Zone-VI : }</p> <p>h) Date of Counseling for Principals: }</p> |
| 10. | Venue of counseling For Principals/ teachers & Non-teaching staff of all Zones | <p><i>For the teaching and non-teaching staff</i></p> <p>At the concerned Zonal Offices located in 6 Zones. Time : 10.00 AM onwards.</p> <p>For Principals at Society Head Office.</p> |

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| 11. | Entitlement of points | <p>The points shall be awarded to the Principals / Teachers / Non-teaching staff who applied for transfers as follows:</p> <p><u>A) As per the location of the APSWR Institutions</u> through out the State, categorization of Institutions is made in the following groups.</p> <p>a) Category-I: All habitations / Towns where 20% & 30 % HRA is admissible.</p> <p>b) Category-II: All habitations / Towns where 12.5% HRA is admissible.</p> <p>c) Category-III: All habitations / Towns where 10% HRA is admissible</p> <p>d) Category-IV: All habitations / Towns where 10% HRA is admissible, and remote areas</p> <p><u>Weightage for category of schools:</u></p> <p>i)For service in category-IV areas : 10 points per every year of service completed.</p> <p>ii)For service in category-III areas : 7 points per every year of service completed.</p> <p>iii) For service in category-II areas : 4 points per every year of service completed.</p> <p>iv)For service in category-I areas : 1 point per every year of service completed.</p> <p>Thus the transfers shall be effected from focal [Category-I & II] to non-focal [Category-III & IV], non-focal to non-focal or from non-focal to focal posts only. In no case, persons will be transferred from one focal post to another focal post.</p> <p>Note: The teaching and non –teaching staff who took extension even after completion of 5 years, the entitlement points will be calculated for 5 years only and in respect of Principals 4 years only</p> <p>The following groups of institutions are located either at the same station or in very close vicinity. Therefore, staff working in the following groups of stations shall not be entitled to opt for the remaining other schools in the same group..</p> <ol style="list-style-type: none"> 1. Duppalavalasa-Etcherla-Srikakulam - [Srikakulam] 2.Meghadrigadda – Srikrishnapuram, School of excellence 3. Ramanaiahpet-S.M.Nagar - Chollangipeta [East Godavari] 4. L.N.Puram - Kothur [JC] East Godavari 5. Retur at Bapatla – Bapatla, Kakumanu (RPRP) – (Guntur) 6.Naidupet (S) – Pludur at Naidupet (RPRP) – (Nellore) 7..Kurugunta (S) - Kurugunta (JC) - [Anantapur] 8. Pulivendula – School of Excellence – Pulivendula School 9. Allagadda – allagadda (RPRP) – (Kurnool) 10.Khammam (S) - Khammam (JC) - [Khammam] 11. Dharmaram - Nizamabad - [Nizamabad] 12. Palvoncha(S) - Palvoncha (LTBC) - [Khammam] 13. Vikarabad (S) - Shivareddipet (LTBC) - [R.R.Dist.] 14..Ibrahimpattam - Nallkanche (RPRP) - [RR Dist.] 15. Hathnoora (S) Hathnoora (JC) (Medak) 16. Garrepally - Karimnagar - [Karimnagar] and Karimnagar, School of Excellence. 17.Shaikpet - M.Hills, LTBC, Hyd., Narsingi Chilkur, Gowlidoddi - [Hyd.]Chitkul, IIT Nagole, Isnapur [Sangareddy] |
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| | | <p><u>B) Service as a Principal / Teacher / Non-teaching staff:</u></p> <p>i)One point for (5) years of service in the present station as on 17-6-2009</p> <p>ii)When more than one employee opts for a particular place, the preference will be given to the senior most employee subject to the employee not having charges pending against him/her.</p> <p>iii)Service in all cadres at a station will be counted while calculating period of stay.</p> |
| 12. | Special categories | <p>(i) (5) entitlement points for Principals / Teachers / Non-teaching whose spouses are working in Government or Local Body or Aided Institutions in the same Zone / District and opted for transfer nearer to their spouses only. [Only one of the spouses will be shifted following prescribed procedure.]</p> <p>(ii) (5) entitlement points will be allowed to 5 recognized Associations listed in the Joint Staff Council, for President [1 No.], General Secretary [1 No.], Associate President [3 Nos.], Treasurer [1 No.] and Organising Secretary [3 Nos.].</p> <p>(5) entitlement points are allowed to SREIMATY Association along-with 5 recognized Association of Joint Staff Council.</p> <p>Note: A copy of certificate issued by the competent authority shall be enclosed to the checklist to consider their cases under special categories (i) and (ii).</p> <p><u>(iii) Outstanding Performance: [Principals & Teachers]</u></p> <p>Two points for achieving 100% 1st classes during 2008-09 and 100% results in Public Exams for the last two consecutive academic years.</p> |
| 13. | Preferential Categories | <p>i) Physically handicapped i.e., those with not less than 70% handicap.</p> <p>ii)Medical grounds for the diseases [either self or spouse or dependent children] of Cancer, Heart Operations, Neurosurgery, Bone TB, Kidney transplantation to places where such facilities are available.</p> <p>The transfers of these preferential categories will be taken first in the counseling.</p> <p>Note:- A copy of certificate issued by a competent authority should be enclosed to the application to consider their cases under preferential category on medical grounds.</p> |
| 14. | Submission of applications | <p>(a)The Principals / Teachers / Non-teaching staff who have completed two years and who are interested for transfer may apply.</p> <p>(b)The newly promoted staff who are promoted on or after 1st December 2008 who are interested for transfer may also apply. Their cases will be considered during the counseling after completion of the regular counseling</p> <p>(c) The maximum period of service for considering compulsory transfers to the Teachers / Special Teachers handling NCC Unit is 8 years.</p> <p>Note:-The Teachers / Non-teaching who have completed 5 years service and Principals who have completed 4 years service respectively or have not attended for counseling or who are on leave having completed the maximum years of service and who have not submitted the application on that date will be transferred to the available left over vacancies.</p> |

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| 15. | Applications to be submitted to the ZOs | Teachers & Non-teaching shall submit their applications with the attestation of the Head of Institution to the Zonal Officers concerned and a copy of the same shall be kept with them. Principals shall submit their applications, to the Head Office. |
| 16. | Transfer requests for reposting | The Principals / Teachers / Non-teaching who requested for reposting on return from leave who are not eligible for transfer and as per Para-3-1(a), 2(a) & 3 shall be posted in the same schools only. For any reason the said post is not vacant, the proposal shall be furnished to the Secretary, APSWREI Society for issue of posting on administrative grounds. |
| 17. | Notification of all vacancies and names of the applicants. | <p>The lists of category wise schools (I,II,III&IV), the names of the Principals / Teachers / Non-teaching to be transferred as per entitlement points and the vacancy list shall be displayed at the counseling centers.</p> <p>The following vacancies will be notified for the transfer counseling :-</p> <p>(1) Teaching staff who have completed 5 years of service in the regular vacancies of regular schools irrespective of their gender will be considered as available for transfer counseling</p> <p>(2)Candidates working on deputation basis in regular vacancies will be treated as a vacancy for transfer counseling</p> <p>(3)TGTs working against PGT and JL vacancies and PGTs working against JL vacancies or vice versa in regular schools will be declared open for transfer counseling. .</p> <p>(4)Male teaching staff aged less than 50 years working against female regular vacancies will also be declared open for transfer counseling excluding spouses.</p> |
| 18. | Display of transfers effected | The transfers effected will be displayed on Society Website and at concerned Zonal Office. |
| 19. | Punishment for furnishing false information | The Principals / Teachers / Non-teaching who have submitted false information and certificates and the Officers who have countersigned the information, shall be liable for disciplinary action as per rules in addition to filing of criminal cases against them. |
| 20. | Other conditions | <p>(i)If the employees, who have put in more than 2 years of service, constitute more than 20% of the total strength, the employees who have put in longer service at a particular station shall be transferred without exceeding the overall ceiling of 20%.</p> <p>(ii)The employee transferred would be deemed to be relieved at the end of 7 days of the receipt of the order.</p> <p>iii) Inter zonal transfers/deputations intra-zone or inter-zone shall not be considered.</p> <p>iv. The provisions of G.O.Ms.No.610, GA [SPF-A] Dept., dt.30.12.1985 will be strictly adhered to and the ratios prescribed maintained.</p> |
| 21 | Appeal | An appeal against any order of the transfer Committee shall lie with the Chairman, APSWREIS within 10 days from the date of receipt of such order. |

V. NAGI REDDY
PRINCIPAL SECRETARY TO GOVERNMENT

// ATTESTED //

SECTION OFFICER